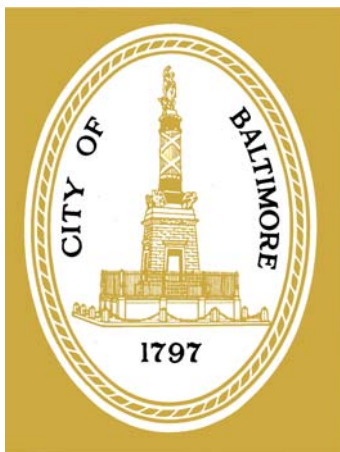

**DEPARTMENT OF PUBLIC WORKS
BUREAU OF SOLID WASTE**

**CASH HANDLING AND COLLECTION PROCEDURES FOR
REVENUES GENERATED AT THE
QUARANTINE ROAD LANDFILL**

FOLLOW-UP REVIEW

APRIL 2004



City of Baltimore
Department of Audits

CITY OF BALTIMORE

MARTIN O'MALLEY, Mayor



DEPARTMENT OF AUDITS

YOVONDA D. BROOKS, CPA
City Auditor

Room 321, City Hall
Baltimore, Maryland 21202
Telephone: (410) 396-4783
Telefax: (410) 545-3961

April 1, 2004

Honorable Joan M. Pratt, Comptroller
And Other Members of the Board of Estimates
City of Baltimore

We previously conducted an audit of cash collection procedures at the Quarantine Road Landfill for fiscal year 2000. The objectives of our audit were to determine whether adequate internal accounting and administrative control policies and procedures existed to ensure that the revenue amounts collected were proper and assessed in accordance with the applicable laws and regulations, that revenues were properly monitored, and that revenues were adequately safeguarded, promptly deposited, and properly recorded. The results of our audit were presented in our audit report dated December 7, 2000 on the Department of Public Works, Bureau of Solid Waste – Cash Handling and Collection Procedures for Revenues Generated at the Quarantine Road Landfill.

On March 14, 2001, the Director of Public Works informed the Board of Estimates on the status of its implementation of our audit recommendations. Many of our recommendations had been adequately addressed by either the Department of Public Works' initial response to our audit (included as an appendix to the December 7, 2000 Audit Report), through subsequent correspondence or the aforementioned status report to the Board of Estimates on March 14, 2001.

Our previous audit report included a finding that procedures to ensure that all cash sales have been properly reported were not adequate. Also in that report, we stated that the policy of selling small hauler vouchers at the City's Collection Division was implemented in order to reduce the amount of cash handled at the Landfill. We recommended several improvements in the procedures to monitor, control and verify voucher sales. We also recommended that the Quarantine Road Landfill (Landfill) encourage small haulers to purchase vouchers from the City's Collection Division in order to reduce the amount of cash handled at the Landfill each day. The Department of Public Works, however, responded that voucher sales would cease in December 2000 and the voucher system was being completely phased out. It also stated that the Bureau of Solid Waste has every confidence regarding all personnel who handle money at the Landfill (cashiers must pass a background check) and does not believe any illegal activities are occurring. We further commented in our report that if the sale of vouchers is discontinued at the City's Collection Division, the amount of cash handled at the Landfill could increase significantly, and background checks would not prevent or disclose the misappropriation of cash.

In April 2003, the Department of Audits received a complaint from Officials in the Department of Public Works alleging that cash deposits of revenues collected at the Landfill had not been

made on a timely basis and that approximately \$196,000 of the cash collected from August 2002 through March 2003 was missing (i.e., had not been deposited in the City's bank account). We reviewed the applicable records maintained by the Bureau of Solid Waste and the Department of

As a result of our review, we found no evidence to indicate that any of the reported cash collections from August 23, 2002 through March 18, 2003, totaling \$226,829, were deposited in the City's bank account.

Finance for cash sales and deposits from the Landfill. The purpose of our review was to determine whether the allegation is valid, and if so, whether any additional cash collections are missing. As a result of our review, we found no evidence to indicate that any of the reported cash collections from August 23,

2002 through March 18, 2003, totaling \$226,829, were deposited in the City's bank account. (See Results of the Review Regarding Missing Cash Deposits on page 5 of this report.)

We also performed a follow-up review to determine whether the Department of Public Works adequately addressed the audit finding issues and related recommendations contained in our previous audit report.

Respectfully submitted,

Yovonda D. Brooks, CPA
City Auditor

TABLE OF CONTENTS

Background Information	3
Scope, Objectives and Methodology	3
Results of the Review Regarding Missing Cash Deposits	5
Follow-up Results of Audit Finding Issues and Related Recommendations Contained in our Previous Audit Report	7
Exhibits	
Comparisons of Cash Sales to Bank Deposits (July 1, 2000 through August 22, 2002)	Exhibit I
Average Number of Days Per Month from Collections/Sales Date to Date Deposited in Bank and Date Recorded in City's Records	Exhibit II
Schedule of Missing Cash Deposits	Exhibit III
Comparisons of Cash Sales to Bank Deposits (March 19, 2003 through May 29, 2003)	Exhibit IV
Agency Response	Appendix I
Auditor's Comments on Agency Response	Appendix I

Background Information

The Landfill operates six days a week (closed on Sundays and Holidays) and provides for the disposal of solid waste that is not incinerated, as well as residual ash, etc. Many customers (mainly the small haulers) disposing of solid waste at the Landfill pay the applicable landfill tipping fees in cash. (Customers disposing of larger volumes are normally billed by the City on a monthly basis.) The tipping fee transactions are processed by the Landfill cashiers through the computerized cash register system. At the end of each day, the cashiers produce a computer-generated cash sales report (Cash Drawer Journal) summarizing the total cash sales for the day. Bank deposit tickets and City cash deposit slips are then prepared to deposit and record the revenues collected.

Officials in the Department of Public Works (DPW) told us that they were alerted by a Department of Finance cashier who had noticed a lengthy delay between the date the City's cash deposit slip and bank deposit ticket were prepared (the collection date) and the date the monies were actually deposited. DPW Officials conducted an internal investigation and determined that numerous cash deposits of revenues collected at the Landfill had not been made on a timely basis and that cash collections from August 23, 2002 through March 18, 2003, totaling approximately \$196,000, were missing (i.e., had not been deposited in the City's bank account). It is our understanding that DPW Officials determined the amount of missing cash by comparing the yellow copies of the City's cash deposit slips (the copies retained by the agency) with the validated copies of the bank deposit tickets (if available) or the green copies of the City's cash deposit slips (the validated copies returned to the Landfill after the cash was deposited). Cash collections recorded on the yellow copies of the City's cash deposit slips for which there were no corresponding validated bank deposit tickets or validated green copies of the City's cash deposit slips were considered to be missing.

Scope, Objectives and Methodology

We had previously conducted an audit of cash collection procedures at the Quarantine Road Landfill for fiscal year 2000. Our report, dated December 7, 2000, disclosed several internal control weaknesses and included recommendations for corrective action. As part of that audit, we verified that the reported cash collections at the Landfill for the period from July 1, 1999 through June 30, 2000 were recorded in the City's accounting records and, therefore, were properly deposited. Consequently, in order to determine the validity of the allegation, we reviewed cash sales and deposit records from July 1, 2000 through May 29, 2003. As part of this review, we performed the following:

- 1) Obtained pertinent files (copies of City cash deposit slips, bank deposit tickets, schedule of missing cash, etc.) from DPW Officials.
- 2) Obtained a download of Landfill cash collection transactions recorded in the City's accounting records.
- 3) Listed the cash sales reported on the Cash Drawer Journals for all dates the Landfill was in operation from July 1, 2000 through March 18, 2003 (excludes Sundays and Holidays).

- 4) Prepared a schedule comparing the dates and amounts of reported cash collections at the Landfill (cash sales reported on the daily Cash Drawer Journals) from July 1, 2000 through March 18, 2003 to the dates that those collections were deposited in the bank and recorded in the City's accounting records. The bank validation dates were obtained from the validated copies of the bank deposit tickets, if available, or from the bank validation stamps on the green copies of the City cash deposit slips.
- 5) Compared a sample of the bank validation dates stamped on the green copies of the City cash deposit slips to the copies of the bank deposit tickets maintained in the Department of Finance's Cashiers' Office.
- 6) Prepared a schedule of missing deposits. Obtained the City's bank statements and schedules of unidentified deposits for the period from August 2002 through May 2003 and searched for any of the missing deposits. Compared our total of missing deposits to the total included in the schedule of missing deposits prepared by DPW Officials.
- 7) Prepared a schedule (similar to the one referred to in item #4 above) comparing the dates and amounts of reported cash collections at the Landfill from March 19, 2003 (subsequent to the discovery of the alleged missing funds) through May 29, 2003 to determine whether those reported collections were deposited in a timely manner and whether any additional collections were missing.

Additionally, we performed procedures necessary to determine whether the Department of Public Works has adequately addressed the audit finding issues and recommendations contained in our previous audit report.

This report includes the results of our review regarding the allegation of missing cash deposits, a restatement of the audit findings and recommendations contained in our previous audit report and the results of our follow-up review. The response of the Department of Public Works to our follow-up review and the Auditor's comments thereon, where necessary, are also included as an appendix in this report.

Results of the Review Regarding Missing Cash Deposits

There were numerous occasions where cash collections of revenues at the Landfill from July 1, 2000 through August 22, 2002 had not been deposited timely. (See Exhibit I.) During the first

The delays for depositing cash collections peaked in August 2002, where the collections from August 16, 2002 and August 21, 2002 were deposited 202 days later (March 6, 2003 and March 11, 2003, respectively).

A key control procedure, such as a supervisory review of the validated bank deposit tickets and comparisons to the validated City cash deposit slips and the cash collections reported on the daily Cash Drawer Journals, could have detected these untimely deposits and prevented the loss of more than \$226,000.

four months (July 2000 through October 2000), cash collections were deposited in the bank on average within one to five days. However, after October 2000, the time lag for depositing cash collections grew progressively longer. (See Exhibit I and graph on Exhibit II.) The delays peaked in August 2002, where the collections from August 16, 2002 and August 21, 2002 were deposited 202 days later (March 6, 2003 and March 11, 2003, respectively). On average, daily cash collections in August 2002 were not deposited until 185 days later. Apparently, there were no control procedures

in place during that time period, such as the supervisory review (or review by someone other than the persons collecting and depositing the cash) of validated bank deposit tickets and comparisons to the validated City cash deposit slips and the cash collections reported on the daily Cash Drawer Journals to ensure that reported cash sales were deposited in a timely manner. If those control procedures were in place and operating effectively, the untimely deposits could have been detected and the loss of more than \$226,000 could have been prevented.

We found no evidence to indicate that any of the reported cash collections from August 23, 2002 through March 18, 2003, totaling \$226,829, were deposited in the City's bank account.

We found no evidence to indicate that any of the reported cash collections from August 23, 2002 through March 18, 2003, totaling \$226,829, were deposited in the City's bank account. (See Exhibit III for a schedule of missing deposits.)

This amount agrees to the schedule of missing deposits prepared by DPW (approximately \$196,000), after adjusting DPW's schedule for clerical errors and certain omissions.

Even though there was no evidence to indicate that any of the \$226,829 cash collected from August 23, 2002 through March 18, 2003 was deposited, deposits continued to be made throughout that period. However, because of the lengthy delays between the collections of cash and the deposits, the deposits made during that time period (August 2002 through March 2003) were for cash collected several months earlier. For example, deposits made in January, February and March 2003 were for cash collected in August 2002.

After the discovery of the missing cash deposits, DPW improved its control procedures for depositing reported cash collections.

After the discovery of the missing cash deposits, DPW improved its control procedures for depositing reported cash collections. All reported cash collections from March 19, 2003 (subsequent to the discovery of the missing deposits) through

May 29, 2003, totaling approximately \$90,000, were deposited in the City's bank account. (See Exhibit IV.) Most of the deposits were made within one to three days after the collection dates.

These results have been referred to the Baltimore City State's Attorney's Office, where an investigation is in process.

Follow-up Results of Audit Finding Issues and Related Recommendations Contained in our Previous Audit Report

Finding #1

Adequate procedures did not exist to ensure that landfill disposal tipping fees collected were proper and assessed in accordance with the applicable laws and regulations.

Prior Report Recommendation

We recommended that the Landfill weigh all vehicles displaying small hauler permits to ensure that those vehicles do not exceed the weight limitations established by City Ordinance. We recommended that small haulers whose vehicles exceed the weight limitations be charged the large hauler rate, based on the actual tons dumped. In those cases, the Landfill must also notify the Health Department so that the applicable small hauler permits can be revoked. We also recommended that small hauler dumping be discontinued at the transfer/collection stations, since those facilities do not weigh the vehicles or maintain appropriate records to ensure that all revenues have been properly collected. We recommended that the Bureau of Solid Waste (BSW) consult with appropriate City officials to determine whether vehicles from other jurisdictions and/or states should continue to receive the benefits of dumping at the small hauler rate of \$5 per load. Finally, we recommended that the BSW develop written policies and procedures to enforce the applicable laws and regulations concerning small haulers (including those with vehicles from other jurisdictions) and clearly communicate those written procedures to all employees responsible for processing landfill revenue transactions.

Follow-up Results

The BSW has adequately addressed some of our previous recommendations related to this finding. The Landfill now weighs all vehicles displaying small hauler permits, and small hauler dumping has been discontinued at the transfer/collection stations. Also, since the applicable laws and regulations no longer require small haulers to do business in the City, our recommendation for the BSW to consult with appropriate City officials to determine whether vehicles from other jurisdictions and/or states should continue to receive the benefits of dumping at the small hauler rate is no longer applicable.

However, we continue to believe that the Landfill is not charging the proper tipping fees and surcharge for haulers classified as small haulers even though their vehicles exceed the weight limitations established by City Ordinance. According to the City Ordinance, the small hauler program is designed for haulers owning one small truck having a manufacturer's rated capacity of $\frac{3}{4}$ ton or less and a gross vehicle weight (total weight of the vehicle and its load) of 7,000 pounds or less. Consequently, a vehicle weighing more than 7,000 pounds should not be considered a small hauler, and, therefore, should be charged \$67.50 per ton for the total weight of the load dumped at the Landfill. Instead, DPW's current policy is to charge vehicles that exceed the 7,000 pound (gross vehicle) weight limitation a small hauler fee (now \$20) and a tipping fee and surcharge of \$67.50 (\$60 tipping fee and \$7.50 surcharge) per ton for all weight in excess of 7,000 pounds. DPW was unable to provide specific written authority to support this policy. We believe that even if the owner of the vehicle is charged \$67.50 per ton for the excess weight, the excess weight should be calculated based on the actual amount dumped in excess of the $\frac{3}{4}$ ton (1,500-pound) load capacity and not based on the 7,000 pound gross vehicle weight.

Also, in those cases where small hauler gross vehicle weights exceed 7,000 pounds, the Landfill is not notifying the Health Department so that the applicable small hauler permits can be revoked and the hauler reclassified as a large hauler.

We continue to recommend that small haulers whose vehicles exceed the weight limitations established by City Ordinance be charged the large hauler rate, based on the actual tons dumped, and that the Landfill notify the Health Department in those cases so that the applicable small hauler permits can be revoked. We also recommend that hauling permit holders be advised in writing of these guidelines.

Finally, the BSW has not developed written policies and procedures to enforce the laws and regulations concerning small haulers. We continue to recommend that such written policies and procedures be developed and clearly communicated to all employees responsible for processing landfill revenue transactions.

Finding #2

Some public agencies have not been paying the established tipping fee rates, and some exemptions may have been granted without proper approval.

Prior Report Recommendation

We recommended that the BSW consult with the City's Department of Law and other appropriate City agencies and officials to determine whether DPW's Transportation Maintenance Division and Housing and Community Development's (HCD) Property Management Section should be allowed to continue dumping at the Landfill without being charged and whether the City should pursue the collection of the outstanding amounts from HABCo and continue to bill HABCo for future dumping. The ultimate decisions should be clearly communicated to all employees responsible for processing landfill revenue transactions. Since the Board of Estimates establishes the landfill disposal tipping fees, we recommended that the Board's approval be obtained before any waivers of those fees are granted.

Follow-up Results

The BSW has not fully addressed our recommendation to consult with the City's Department of Law and other appropriate City agencies and officials to determine whether DPW's Transportation Maintenance Division (TMD) and HCD's Property Management Section should be allowed to continue dumping at the Landfill without being charged and whether the City should pursue the collection of the outstanding amounts from HABCo and continue to bill HABCo for future dumping. As part of our prior audit, we reported that the DPW's TMD and HCD's Property Management Section have not been charged for certain dumping at the Landfill, and during fiscal year 2000, unbilled disposal tipping fees for those two agencies totaled more than \$1.5 million. The Board of Estimates approved a waiver of tipping fees for materials dumped at the Landfill by L & J Construction Services, a contractor removing debris from HCD's worksites, for the period from June 1, 2003 through May 31, 2004. However, we are not aware of any similar waivers approved for HCD's tipping fees prior to June 1, 2003 or for TMD. As of November 2003, the unbilled tipping fees have accumulated to more than \$5.5 million (\$5,140,715 for TMD and \$403,002 for HCD) for those two agencies.

Also, in its response to our previous audit report, DPW stated that BSW fully concurs with our recommendations and agreed that “the City should pursue collecting the outstanding balance from HABCo because it is a federally-funded entity, leading to a loss of funds for the City”. DPW also agreed that any waiver of fees should be expressly granted by the Board of Estimates. Our follow-up review disclosed that the City has continued to send monthly delinquent billing notices to HABCo, totaling approximately \$23 million as of November 2003. However, subsequent to November 2003, HABCo is no longer being billed for dumping at the Landfill. BSW did not provide us with any documentation to indicate that the issue regarding HABCo’s unpaid balance has been resolved or that a waiver has been approved by the Board of Estimates.

Again, we recommend that the BSW consult with the City’s Department of Law and other appropriate City agencies and officials to determine whether TMD and HCD should be billed for tipping fees incurred at the Landfill for the period from July 1999 through November 2003. We continue to recommend that the City resolve the issue regarding the outstanding amount from HABCo. We also recommend that the City continue to bill HABCo for dumping subsequent to November 2003, unless the issue has been resolved, the resolution is documented and the applicable waivers have been approved by the Board of Estimates.

Finding #3

Procedures did not exist to ensure that the solid waste surcharge was collected in accordance with the applicable laws and regulations.

Prior Report Recommendation

We recommended that the BSW consult with the City’s Department of Law and other appropriate City agencies and officials to determine the applicability of the solid waste surcharge and to establish procedures to ensure that the solid waste surcharge requirements are enforced. We also recommended that the BSW assess and collect any amounts that are determined to be due to the Landfill in accordance with applicable laws and regulations.

Follow-up Results

The BSW has not adequately addressed this finding. We noted in our previous audit that the BSW had not been charging the Bureau of Water and Waste Water (W&WW) for the \$7.50 per ton solid waste surcharge (\$77,385 for fiscal year 2000), even though the law specifically states that the Water and Waste Water Enterprise funds are not exempt. The BSW began billing W&WW for the \$7.50 per ton solid waste surcharge in December 2002. However, through November 30, 2002, the unbilled surcharges totaled approximately \$318,000. We also reported that small haulers have not been charged the \$7.50 per ton solid waste surcharge for loads in excess of one ton. We continue to believe that the Landfill is not charging the proper surcharge for haulers classified as small haulers even though their vehicles exceed the weight limitations established by City Ordinance. (Refer to Follow-up Results of Finding #1, where we question the method in which DPW calculates the excess weight.) We believe that all small haulers should be charged the \$7.50 per ton surcharge for loads in excess of one ton (2000 pounds).

As part of our previous audit, we also reported that one company (W. R. Grace and Co.) had not been charged the \$7.50 per ton solid waste surcharge for dumping at the Landfill, and we did not believe that it was exempt from paying the fee. We reported that the City should have charged

that company surcharges totaling \$187,073 during fiscal year 2000 and if the 4-year Statute of Limitations period were applied, the City should have charged the company \$847,149. The company is still not being charged the solid waste surcharge. The additional unpaid solid waste surcharge fees incurred subsequent to fiscal year 2000 total approximately \$605,000.

We recommend that the BSW charge W&WW for the unbilled surcharges of \$318,000 (through November 2002). We also recommend that the BSW charge small haulers the \$7.50 per ton surcharge for loads in excess of one ton. Again, we also recommend that the BSW consult with the City's Department of Law and other appropriate City agencies and officials to determine whether W. R. Grace and Co. should be paying the solid waste surcharge. Waivers of any fees should be approved by the Board of Estimates.

Finding #4

The Health Department issued two free small hauler vouchers with each small hauler permit; however, we were unable to locate any official correspondence or authorization for this policy.

Prior Report Recommendation

We recommended that the City consider discontinuing this policy. The Health Department issues permits based on gross vehicle weights listed on the vehicle registration card without knowing the actual tonnage that the haulers will dump. (See Audit Finding #1.) If this policy is continued, we recommend that the Landfill not accept the free small hauler voucher if the actual weight of the vehicle and/or tonnage dumped exceeds the allowable limits.

Follow-up Results

The use of vouchers for small haulers has been discontinued. Therefore, this recommendation is no longer applicable.

Finding #5

Procedures to ensure that all cash sales have been properly reported were not adequate.

Prior Report Recommendation

We recommended that the computer program used to record sales transactions be appropriately modified so that the type of sales are properly recorded and summarized (i.e. only cash sales should be coded and recorded as cash sales). We recommended that the daily closeout performed by the landfill cashier be reviewed and approved (evidenced by signature and date) by appropriate supervisory personnel. We recommended that the vouchers be effectively canceled to prevent reuse (either stamped or perforated) at the time they are redeemed. We recommended that the Environmental Section maintain a record of the number of vouchers submitted from the Landfill and verify the count of the vouchers against reported amounts. We recommended that appropriate supervisory personnel periodically compare voucher sales and redemptions to identify any unusual trends. As stated in Recommendation #1, small hauler dumping, and therefore the use of small hauler vouchers, should be discontinued at the transfer/collection stations. Finally, we recommended that the Landfill encourage small haulers to purchase vouchers from the City's Collection Division in order to reduce the amount of cash handled at the Landfill each day.

Follow-up Results

The computer program used to record sales transactions has not been appropriately modified so that the type of sales are properly recorded and summarized (i.e. only cash sales should be coded and recorded as cash sales). However, small hauler vouchers are no longer accepted at the Landfill, resulting in minimal non-cash sales activity now being recorded in the daily Cash Drawer Journal. Also, the supervisor reviews the daily cash closeout procedure and signs and dates the daily Cash Drawer Journal as evidence of this review. Therefore, our recommendation regarding the modification of the computer program for recording Landfill cash collections is no longer considered applicable.

The BSW has adequately addressed our recommendation regarding the daily closeout procedures. As stated above, the supervisor reviews the daily cash closeout procedure and signs and dates the daily Cash Drawer Journal as evidence of this review. Also, since vouchers are no longer used by small haulers, our recommendations to improve the controls over the issuance

We believe that the increase in the amount of cash handled at the Landfill, in conjunction with inadequate control procedures and safeguards in place over cash collections and deposits subsequent to our previous audit, contributed to allowing a significant amount of undeposited cash that was not detected in a timely manner.

and redemption of vouchers and to encourage small haulers to purchase vouchers from the City's Collection Division in order to reduce the amount of cash handled at the Landfill are no longer applicable. However, as we had warned in our previous audit report, because vouchers for small haulers are no longer sold

by the City's Collection Division, the amount of cash collected at the Landfill has increased. We believe that the increase in the amount of cash handled at the Landfill, in conjunction with inadequate control procedures and safeguards in place over cash collections and deposits subsequent to our previous audit, contributed to allowing a significant amount of undeposited cash that was not detected in a timely manner. (See Results of the Review Regarding Missing Cash Deposits on page 5 of this report.)

Our follow-up review disclosed that new cash handling procedures were implemented at the Landfill subsequent to the discovery of the missing cash deposits which, if followed, would provide reasonable assurance that cash collections will be adequately safeguarded and deposited timely into the City's bank account.

Finding #6

The weight of residual ash dumped at the Landfill by one of the City's largest solid waste disposal customers was not verified at the Landfill.

Prior Report Recommendation

We recommended that the Landfill weigh the BRESKO trucks, at least on a sample basis, and compare the weights to the tonnage recorded on the tickets prepared by BRESKO to ensure that the amounts billed to BRESKO are proper.

Follow-up Results

The BSW has adequately addressed this finding. The Landfill is now weighing the BRESKO trucks on a sample basis and comparing the weights to the tonnage recorded on the tickets prepared by BRESKO to ensure that the amounts billed to BRESKO are proper.

Finding #7

Journal entries to charge City agencies for dumping at the Landfill were not prepared in a consistent manner.

Prior Report Recommendation

We recommended that all journal entries to charge City agencies for dumping at the Landfill be recorded in a consistent manner by crediting the Landfill revenue account.

Follow-up Results

The BSW is still crediting an appropriation account rather than the Landfill revenue account for billings to certain City agencies; however, these transfer credits (Water and Waste Water, Transportation, etc.) are now provided for in the BSW's expenditure appropriations/budget. Therefore, this finding is considered to be resolved.

Finding #8

The procedures for suspending dumping privileges at the Landfill for haulers with delinquent account balances were not effectively enforced.

Prior Report Recommendation

We recommended that the BSW consult with the City's Collection Division to ensure that account balances for credit customers are adequately monitored and that dumping privilege suspension letters are issued on a regular basis in accordance with established procedures. We also recommended that the BSW continue working with HABC to resolve the issue concerning the \$463,000 of outstanding bills. Since the Board of Estimates establishes the landfill disposal tipping fees, we recommended that the Board's approval be obtained before any billed fees are written-off.

Follow-up Results

Generally, dumping privilege suspension letters are now being issued on a regular basis in accordance with established procedures. However, as part of our previous audit, we reported that HABC had not paid billed landfill disposal tipping fees, totaling \$463,000, primarily for dumping during 1996 and 1997. This issue has not been resolved. As of December 31, 2003, HABC's unpaid tipping fees have increased to approximately \$532,000. Again, we recommend that the BSW work with HABC to resolve this issue. DPW agrees with our recommendation that any waiver of these fees should be approved by the Board of Estimates.

Finding #9

The gate to the Landfill was not locked after normal operating hours to preclude haulers from dumping without paying the appropriate fees and to reduce the possibility of illegal hazardous waste dumping.

Prior Report Recommendation

We recommended that the Landfill lock the gate after normal working hours. If City trucks must dump after normal working hours because of an emergency, the security guard should be contacted, either by telephone or beeper, to open the gate.

Follow-up Results

This finding has been adequately addressed. The BSW Officials told us that the Landfill gate is now locked after normal working hours.

**Department of Public Works
Bureau of Solid Waste**

**Follow-up Review of
Cash Handling and Collection Procedures
For Revenues Generated at the
Quarantine Road Landfill**

Exhibits

**QUARANTINE ROAD LANDFILL
COMPARISONS OF CASH SALES TO BANK DEPOSITS
FROM JULY 1, 2000 THROUGH AUGUST 22, 2002**

(A) CASH SALES		(B) BANK DEPOSIT	
DATE	AMOUNT	DATE	
7/1/00	\$ 775.00	7/3/00	
7/2/00			
7/3/00	1,064.00	7/3/00	
7/4/00			
7/5/00	756.00	7/11/00	
7/6/00	849.00	7/11/00	
7/7/00	919.00	7/12/00	
7/8/00	646.25	7/12/00	
7/9/00			
7/10/00	998.75	7/13/00	
7/11/00	1,058.50	7/19/00	
7/12/00	1,217.50	7/19/00	
7/13/00	866.50	7/19/00	
7/14/00	834.50	7/19/00	
7/15/00	605.00	7/19/00	
7/16/00			
7/17/00	928.25	7/21/00	
7/18/00	1,770.75	7/21/00	
7/19/00	849.75	8/10/00	
7/20/00	1,098.00	8/10/00	
7/21/00	1,679.00	7/21/00	
7/22/00	1,709.50	7/25/00	
7/23/00			
7/24/00	1,656.00	7/25/00	
7/25/00	866.50	7/25/00	
7/26/00	427.75	7/26/00	
7/27/00	1,174.00	7/27/00	
7/28/00	1,114.50	7/28/00	
7/29/00	1,166.00	7/31/00	
7/30/00			
7/31/00	1,303.00	7/31/00	
8/1/00	773.75	8/1/00	
8/2/00	915.00	8/2/00	
8/3/00	996.25	8/3/00	
8/4/00	1,481.50	8/7/00	
8/5/00	782.75	M	
8/6/00			
8/7/00	735.00	8/8/00	
8/8/00	1,001.75	8/8/00	
8/9/00	1,216.00	8/17/00	
8/10/00	1,334.00	8/11/00	
8/11/00	1,587.75	8/11/00	
8/12/00	1,321.25	8/14/00	
8/13/00			
8/14/00	1,086.25	8/14/00	

**QUARANTINE ROAD LANDFILL
COMPARISONS OF CASH SALES TO BANK DEPOSITS
FROM JULY 1, 2000 THROUGH AUGUST 22, 2002**

(A) CASH SALES		(B) BANK DEPOSIT
DATE	AMOUNT	DATE
8/15/00	1,331.50	8/15/00
8/16/00	1,291.50	8/17/00
8/17/00	1,952.75	8/18/00
8/18/00	992.75	8/18/00
8/19/00	1,085.50	8/22/00
8/20/00	Sunday	
8/21/00	960.50	8/22/00
8/22/00	1,434.75	8/22/00
8/23/00	1,914.25	8/24/00
8/24/00	1,385.75	8/24/00
8/25/00	1,284.75	8/28/00
8/26/00	692.75	8/28/00
8/27/00	Sunday	
8/28/00	974.75	8/28/00
8/29/00	809.25	8/30/00
8/30/00	806.00	8/30/00
8/31/00	864.50	9/1/00
9/1/00	899.25	9/1/00
9/2/00	864.00	9/5/00
9/3/00	Sunday	
9/4/00	Holiday	
9/5/00	1,266.25	9/5/00
9/6/00	722.25	9/7/00
9/7/00	1,368.25	9/7/00
9/8/00	1,351.50	9/8/00
9/9/00	1,098.50	9/11/00
9/10/00	Sunday	
9/11/00	905.75	9/11/00
9/12/00	565.25	9/14/00
9/13/00	801.50	9/14/00
9/14/00	1,436.25	9/15/00
9/15/00	1,772.00	9/15/00
9/16/00	1,209.05	9/18/00
9/17/00	Sunday	
9/18/00	908.75	9/18/00
9/19/00	743.75	9/20/00
9/20/00	651.75	9/20/00
9/21/00	1,554.25	9/22/00
9/22/00	871.25	9/26/00
9/23/00	990.75	9/27/00
9/24/00	Sunday	
9/25/00	688.50	9/26/00
9/26/00	523.25	9/27/00
9/27/00	738.25	9/28/00
9/28/00	928.50	10/2/00

**QUARANTINE ROAD LANDFILL
COMPARISONS OF CASH SALES TO BANK DEPOSITS
FROM JULY 1, 2000 THROUGH AUGUST 22, 2002**

(A) CASH SALES		(B) BANK DEPOSIT
DATE	AMOUNT	DATE
9/29/00	1,064.50	10/2/00
9/30/00	913.50	10/3/00
10/1/00	Sunday	
10/2/00	1,156.50	10/4/00
10/3/00	1,127.75	10/5/00
10/4/00	1,092.50	10/5/00
10/5/00	1,034.50	10/6/00
10/6/00	1,177.75	10/11/00
10/7/00	832.00	10/10/00
10/8/00	Sunday	
10/9/00	Holiday	
10/10/00	1,822.75	10/12/00
10/11/00	805.50	10/16/00
10/12/00	802.25	10/12/00
10/13/00	1,101.50	10/16/00
10/14/00	1,184.50	10/17/00
10/15/00	Sunday	
10/16/00	1,123.50	10/19/00
10/17/00	894.25	10/19/00
10/18/00	521.50	10/24/00
10/19/00	63.00	10/19/00
10/19/00	1,020.50	10/24/00
10/20/00	1,133.00	10/26/00
10/21/00	1,086.00	10/23/00
10/22/00	Sunday	
10/23/00	822.50	10/23/00
10/24/00	976.50	M
10/25/00	671.00	10/30/00
10/26/00	816.00	M
10/27/00	1,234.50	11/3/00
10/28/00	959.75	11/3/00
10/29/00	Sunday	
10/30/00	859.50	11/3/00
10/31/00	867.50	11/3/00
11/1/00	1,143.25	11/28/00
11/2/00	861.25	11/28/00
11/3/00	868.00	11/28/00
11/4/00	1,071.75	11/6/00
11/5/00	Sunday	
11/6/00	1,119.15	11/6/00
11/7/00	Holiday	
11/8/00	1,254.00	11/8/00
11/9/00	879.00	11/17/00
11/10/00	634.25	11/17/00
11/11/00	990.00	11/17/00

**QUARANTINE ROAD LANDFILL
COMPARISONS OF CASH SALES TO BANK DEPOSITS
FROM JULY 1, 2000 THROUGH AUGUST 22, 2002**

(A) CASH SALES		(B) BANK DEPOSIT
DATE	AMOUNT	DATE
11/12/00 Sunday		
11/13/00	799.00	11/17/00
11/14/00	613.50	11/17/00
11/15/00	1,234.75	11/17/00
11/16/00	806.75	11/17/00
11/17/00	1,221.75	11/21/00
11/18/00	861.50	11/21/00
11/19/00 Sunday		
11/20/00	942.25	11/21/00
11/21/00	660.50	11/28/00
11/22/00	791.25	11/28/00
11/23/00 Holiday		
11/24/00	609.00	12/8/00
11/25/00	1,257.75	12/8/00
11/26/00 Sunday		
11/27/00	785.53	12/8/00
11/28/00	813.00	12/8/00
11/29/00	834.63	12/8/00
11/30/00	937.47	12/8/00
12/1/00	943.25	12/20/00
12/2/00	865.22	12/4/00
12/3/00 Sunday		
12/4/00	1,037.52	12/20/00
12/5/00	737.06	12/20/00
12/6/00	953.00	12/20/00
12/7/00	1,180.22	12/20/00
12/8/00	889.54	12/20/00
12/9/00	837.48	12/20/00
12/10/00 Sunday		
12/11/00	879.83	Mx
12/12/00	950.70	12/29/00
12/13/00	878.40	12/29/00
12/14/00	594.56	12/29/00
12/15/00	1,364.66	12/20/00
12/16/00	680.89	12/18/00
12/17/00 Sunday		
12/18/00	756.31	12/29/00
12/19/00	927.59	1/8/01
12/20/00	447.86	1/8/01
12/21/00	845.82	1/8/01
12/22/00	599.74	1/8/01
12/23/00	392.76	1/8/01
12/24/00 Sunday		
12/25/00 Holiday		
12/26/00	531.55	1/8/01

**QUARANTINE ROAD LANDFILL
COMPARISONS OF CASH SALES TO BANK DEPOSITS
FROM JULY 1, 2000 THROUGH AUGUST 22, 2002**

(A) CASH SALES		(B) BANK DEPOSIT
DATE	AMOUNT	DATE
12/27/00	1,173.43	1/8/01
12/28/00	884.00	1/8/01
12/29/00	880.66	1/8/01
12/30/00	828.39	1/8/01
12/31/00		
1/1/01		
1/2/01	925.14	1/19/01
1/3/01	2,105.69	1/19/01
1/4/01	2,457.93	1/19/01
1/5/01	1,981.60	1/19/01
1/6/01	1,152.95	1/19/01
1/7/01		
1/8/01	1,470.58	1/19/01
1/9/01	1,297.78	1/19/01
1/10/01	1,546.72	1/19/01
1/11/01	1,253.14	1/19/01
1/12/01	1,973.50	1/23/01
1/13/01	1,734.78	1/23/01
1/14/01		
1/15/01		
1/16/01	2,385.00	1/30/01
1/17/01	1,775.00	1/30/01
1/18/01	1,630.46	1/30/01
1/19/01	921.92	2/6/01
1/20/01	1,184.33	2/6/01
1/21/01		
1/22/01	926.37	2/6/01
1/23/01	1,181.00	2/6/01
1/24/01	1,778.93	2/6/01
1/25/01	1,988.11	2/7/01
1/26/01	1,446.00	2/7/01
1/27/01	1,334.57	2/7/01
1/28/01		
1/29/01	2,116.31	2/7/01
1/30/01	1,064.54	2/12/01
1/31/01	2,016.00	2/12/01
2/1/01	1,645.00	2/22/01
2/2/01	1,909.19	2/22/01
2/3/01	1,785.56	2/22/01
2/4/01		
2/5/01	1,066.87	2/23/01
2/6/01	2,041.53	2/23/01
2/7/01	1,613.04	2/23/01
2/8/01	2,932.53	2/23/01
2/9/01	2,877.43	2/26/01

**QUARANTINE ROAD LANDFILL
COMPARISONS OF CASH SALES TO BANK DEPOSITS
FROM JULY 1, 2000 THROUGH AUGUST 22, 2002**

(A) CASH SALES		(B) BANK DEPOSIT
DATE	AMOUNT	DATE
2/10/01	2,116.00	2/26/01
2/11/01		
2/12/01		
2/13/01	2,273.01	3/1/01
2/14/01	1,476.45	3/1/01
2/15/01	901.14	3/5/01
2/16/01	1,232.14	3/5/01
2/17/01	917.74	3/6/01
2/18/01		
2/19/01		
2/20/01	2,838.41	3/6/01
2/21/01	1,904.26	3/7/01
2/22/01	943.00	3/7/01
2/23/01	736.10	3/7/01
2/24/01	1,279.31	3/14/01
2/25/01		
2/26/01	1,275.40	M
2/27/01	1,698.76	3/14/01
2/28/01	1,229.27	3/14/01
3/1/01	1,501.56	3/20/01
3/2/01	1,475.00	3/20/01
3/3/01	2,034.04	3/20/01
3/4/01		
3/5/01	961.17	3/21/01
3/6/01	1,039.44	3/21/01
3/7/01	2,120.35	3/21/01
3/8/01	1,497.88	3/28/01
3/9/01	1,706.24	3/28/01
3/10/01	1,943.58	3/28/01
3/11/01		
3/12/01	1,749.25	3/29/01
3/13/01	1,571.49	3/29/01
3/14/01	1,529.49	3/30/01
3/15/01	1,901.90	3/29/01
3/16/01	1,202.50	3/30/01
3/17/01	2,001.51	3/30/01
3/18/01		
3/19/01	2,005.58	3/30/01
3/20/01	1,523.01	4/3/01
3/21/01	419.00	4/3/01
3/22/01	1,657.67	4/3/01
3/23/01	2,474.33	3/26/01
3/24/01	1,881.64	3/26/01
3/25/01		
3/26/01	1,858.64	4/6/01

**QUARANTINE ROAD LANDFILL
COMPARISONS OF CASH SALES TO BANK DEPOSITS
FROM JULY 1, 2000 THROUGH AUGUST 22, 2002**

(A) CASH SALES		(B) BANK DEPOSIT
DATE	AMOUNT	DATE
3/27/01	1,526.58	4/6/01
3/28/01	2,932.54	4/6/01
3/29/01	1,538.07	4/11/01
3/30/01	1,463.09	4/11/01
3/31/01	2,064.71	4/11/01
4/1/01	Sunday	
4/2/01	2,377.31	4/17/01
4/3/01	1,801.26	4/17/01
4/4/01	1,478.04	4/17/01
4/5/01	1,961.90	4/20/01
4/6/01	2,272.03	4/20/01
4/7/01	1,631.03	4/20/01
4/8/01	Sunday	
4/9/01	1,386.78	4/24/01
4/10/01	1,831.00	4/24/01
4/11/01	1,413.78	4/25/01
4/12/01	1,918.79	4/25/01
4/13/01	Holiday	
4/14/01	2,676.34	4/26/01
4/15/01	Sunday	
4/16/01	1,841.92	4/26/01
4/17/01	1,988.29	5/1/01
4/18/01	2,161.94	5/1/01
4/19/01	2,117.70	5/3/01
4/20/01	1,914.36	5/1/01
4/21/01	2,367.68	5/1/01
4/22/01	Sunday	
4/23/01	2,179.46	5/3/01
4/24/01	2,059.34	5/3/01
4/25/01	1,862.15	5/8/01
4/26/01	4,620.30	5/8/01
4/27/01	3,427.19	5/11/01
4/28/01	1,832.28	5/11/01
4/29/01	Sunday	
4/30/01	1,828.41	5/11/01
5/1/01	1,979.62	5/11/01
5/2/01	2,404.91	5/16/01
5/3/01	1,984.24	5/16/01
5/4/01	2,543.35	5/18/01
5/5/01	1,977.04	5/18/01
5/6/01	Sunday	
5/7/01	2,462.14	5/18/01
5/8/01	2,722.01	5/25/01
5/9/01	2,505.90	5/25/01
5/9/01	100.00	6/6/01

**QUARANTINE ROAD LANDFILL
COMPARISONS OF CASH SALES TO BANK DEPOSITS
FROM JULY 1, 2000 THROUGH AUGUST 22, 2002**

(A) CASH SALES		(B) BANK DEPOSIT
DATE	AMOUNT	DATE
5/10/01	2,101.69	5/25/01
5/11/01	1,890.46	5/25/01
5/12/01	1,474.08	5/25/01
5/13/01	Sunday	
5/14/01	1,637.62	5/25/01
5/15/01	1,743.02	5/31/01
5/16/01	3,049.89	5/31/01
5/17/01	2,520.43	5/31/01
5/18/01	2,270.18	6/6/01
5/19/01	1,861.00	6/7/01
5/20/01	Sunday	
5/21/01	1,570.07	6/6/01
5/22/01	1,615.00	6/7/01
5/23/01	2,057.98	6/7/01
5/24/01	2,422.27	6/7/01
5/25/01	2,097.15	6/12/01
5/26/01	1,271.00	6/12/01
5/27/01	Sunday	
5/28/01	Holiday	
5/29/01	2,012.18	6/12/01
5/30/01	2,515.23	6/15/01
5/31/01	2,403.20	6/15/01
6/1/01	2,120.38	6/15/01
6/2/01	1,973.63	6/19/01
6/3/01	Sunday	
6/4/01	2,157.17	6/19/01
6/5/01	2,594.69	6/22/01
6/6/01	2,740.43	6/22/01
6/7/01	1,542.54	6/22/01
6/8/01	2,283.61	6/26/01
6/9/01	2,024.74	6/26/01
6/10/01	Sunday	
6/11/01	2,155.71	6/29/01
6/12/01	2,772.03	6/29/01
6/13/01	2,396.70	6/29/01
6/14/01	1,842.95	7/3/01
6/15/01	2,524.49	7/3/01
6/16/01	1,189.56	7/3/01
6/17/01	Sunday	
6/18/01	2,391.98	7/9/01
6/19/01	2,040.11	7/9/01
6/20/01	1,713.56	7/9/01
6/21/01	1,678.86	7/11/01
6/22/01	2,259.79	7/11/01
6/23/01	2,004.86	7/11/01

**QUARANTINE ROAD LANDFILL
COMPARISONS OF CASH SALES TO BANK DEPOSITS
FROM JULY 1, 2000 THROUGH AUGUST 22, 2002**

(A) CASH SALES		(B) BANK DEPOSIT
DATE	AMOUNT	DATE
6/24/01		
Sunday		
6/25/01	2,624.24	7/23/01
6/26/01	2,856.91	7/23/01
6/27/01	2,409.06	7/23/01
6/28/01	2,192.38	7/24/01
6/29/01	1,932.07	7/24/01
6/30/01	1,751.23	7/24/01
7/1/01		
Sunday		
7/2/01	2,119.19	7/25/01
7/3/01	2,386.87	7/25/01
7/4/01		
Holiday		
7/5/01	2,558.14	7/26/01
7/6/01	2,068.11	7/26/01
7/7/01	1,930.56	7/27/01
7/8/01		
Sunday		
7/9/01	2,250.41	7/27/01
7/10/01	2,165.79	8/7/01
7/11/01	2,364.72	8/7/01
7/12/01	1,830.00	8/7/01
7/13/01	2,159.63	8/7/01
7/14/01	1,389.46	8/7/01
7/15/01		
Sunday		
7/16/01	2,299.76	8/9/01
7/17/01	2,009.59	8/17/01
7/18/01	1,937.98	8/9/01
7/19/01	1,882.48	8/17/01
7/20/01	2,578.79	8/17/01
7/21/01	1,901.52	8/17/01
7/22/01		
Sunday		
7/23/01	1,851.24	8/22/01
7/24/01	3,002.77	8/22/01
7/25/01	2,039.92	8/22/01
7/26/01	1,966.63	8/24/01
7/27/01	1,919.37	8/24/01
7/28/01	1,883.74	8/24/01
7/29/01		
Sunday		
7/30/01	1,877.98	8/31/01
7/31/01	2,512.78	8/31/01
8/1/01	1,602.52	8/31/01
8/2/01	2,018.86	9/4/01
8/3/01	2,219.10	9/4/01
8/4/01	1,150.15	9/4/01
8/5/01		
Sunday		
8/6/01	2,073.72	9/12/01
8/7/01	1,761.72	9/12/01

**QUARANTINE ROAD LANDFILL
COMPARISONS OF CASH SALES TO BANK DEPOSITS
FROM JULY 1, 2000 THROUGH AUGUST 22, 2002**

(A) CASH SALES		(B) BANK DEPOSIT
DATE	AMOUNT	DATE
8/8/01	2,576.68	9/12/01
8/9/01	1,806.57	9/12/01
8/10/01	1,823.57	9/13/01
8/11/01	2,187.79	9/13/01
8/12/01	Sunday	
8/13/01	1,689.54	9/17/01
8/14/01	1,844.90	9/17/01
8/15/01	1,659.59	9/17/01
8/16/01	2,108.05	9/21/01
8/17/01	1,681.00	9/21/01
8/18/01	1,380.80	9/21/01
8/19/01	Sunday	
8/20/01	1,685.41	9/27/01
8/21/01	1,444.63	9/27/01
8/22/01	2,089.23	9/27/01
8/23/01	2,095.58	9/28/01
8/24/01	2,099.84	9/28/01
8/25/01	1,870.85	10/10/01
8/26/01	Sunday	
8/27/01	1,703.47	10/10/01
8/28/01	1,649.17	10/10/01
8/29/01	2,276.21	10/10/01
8/30/01	1,509.07	10/10/01
8/31/01	1,497.63	10/10/01
9/1/01	1,113.20	10/23/01
9/2/01	Sunday	
9/3/01	Holiday	
9/4/01	2,154.62	10/23/01
9/5/01	2,556.28	10/26/01
9/6/01	1,720.40	10/23/01
9/7/01	2,735.08	10/26/01
9/8/01	1,273.21	10/26/01
9/9/01	Sunday	
9/10/01	1,884.96	10/26/01
9/11/01	1,308.60	10/31/01
9/12/01	1,608.55	10/31/01
9/13/01	1,718.29	10/31/01
9/14/01	2,055.87	11/2/01
9/15/01	1,508.49	11/2/01
9/16/01	Sunday	
9/17/01	2,176.00	11/2/01
9/18/01	1,988.52	11/2/01
9/19/01	1,954.13	11/8/01
9/20/01	940.36	11/8/01
9/21/01	1,541.61	11/8/01

**QUARANTINE ROAD LANDFILL
COMPARISONS OF CASH SALES TO BANK DEPOSITS
FROM JULY 1, 2000 THROUGH AUGUST 22, 2002**

(A) CASH SALES		(B) BANK DEPOSIT
DATE	AMOUNT	DATE
9/22/01	1,182.65	11/8/01
9/23/01 Sunday		
9/24/01	2,095.19	11/15/01
9/25/01	1,556.11	11/15/01
9/26/01	2,196.52	11/15/01
9/27/01	1,437.86	11/15/01
9/28/01	1,778.16	11/20/01
9/29/01	1,250.65	11/20/01
9/30/01 Sunday		
10/1/01	1,007.14	11/20/01
10/2/01	2,189.76	11/20/01
10/3/01	1,455.64	11/21/01
10/4/01	2,248.21	11/21/01
10/5/01	2,312.43	11/21/01
10/6/01	707.30	11/29/01
10/7/01 Sunday		
10/8/01 Holiday		
10/9/01	2,497.64	11/29/01
10/10/01	1,700.64	12/7/01
10/11/01	1,531.11	12/7/01
10/12/01	1,622.75	12/7/01
10/13/01	1,747.45	12/7/01
10/14/01 Sunday		
10/15/01	1,240.03	12/7/01
10/16/01	1,616.40	12/7/01
10/17/01	1,523.85	12/14/01
10/18/01	1,696.70	12/14/01
10/19/01	1,981.89	12/14/01
10/20/01	1,766.91	12/14/01
10/21/01 Sunday		
10/22/01	1,612.09	12/18/01
10/23/01	1,717.23	12/18/01
10/24/01	1,733.02	12/18/01
10/25/01	1,790.26	12/26/01
10/26/01	2,117.28	12/26/01
10/27/01	1,742.92	12/26/01
10/28/01 Sunday		
10/29/01	1,712.64	12/31/01
10/30/01	1,334.82	12/31/01
10/31/01	1,300.02	1/7/02
11/1/01	1,359.75	1/7/02
11/2/01	1,740.67	1/7/02
11/3/01	1,357.60	1/7/02
11/4/01 Sunday		
11/5/01	1,465.96	1/8/02

**QUARANTINE ROAD LANDFILL
COMPARISONS OF CASH SALES TO BANK DEPOSITS
FROM JULY 1, 2000 THROUGH AUGUST 22, 2002**

(A) CASH SALES		(B) BANK DEPOSIT
DATE	AMOUNT	DATE
11/6/01	2,371.82	1/15/02
11/7/01	1,787.16	1/15/02
11/8/01	1,662.55	1/15/02
11/9/01	1,727.37	1/15/02
11/10/01	1,259.07	1/17/02
11/11/01	Sunday	
11/12/01	1,929.24	1/17/02
11/13/01	2,226.26	1/30/02
11/14/01	1,666.16	1/30/02
11/15/01	1,539.44	1/30/02
11/16/01	1,651.06	1/30/02
11/17/01	1,759.44	1/30/02
11/18/01	Sunday	
11/19/01	1,731.30	1/30/02
11/20/01	1,572.89	2/1/02
11/21/01	1,493.88	2/1/02
11/22/01	Holiday	
11/23/01	1,620.30	2/1/02
11/24/01	1,076.39	2/1/02
11/25/01	Sunday	
11/26/01	1,067.66	2/13/02
11/27/01	1,423.76	2/13/02
11/28/01	1,682.30	2/13/02
11/29/01	1,187.44	2/13/02
11/30/01	1,159.69	2/14/02
12/1/01	1,079.58	2/14/02
12/2/01	Sunday	
12/3/01	1,677.63	2/14/02
12/4/01	1,961.04	2/14/02
12/5/01	1,536.82	2/22/02
12/6/01	2,485.56	2/22/02
12/7/01	2,126.89	2/22/02
12/8/01	1,386.20	2/22/02
12/9/01	Sunday	
12/10/01	2,674.92	2/22/02
12/11/01	1,403.15	2/22/02
12/12/01	1,390.94	2/22/02
12/13/01	1,268.73	3/8/02
12/14/01	1,126.49	3/8/02
12/15/01	1,464.81	3/8/02
12/16/01	Sunday	
12/17/01	1,530.88	3/8/02
12/18/01	2,046.24	3/8/02
12/19/01	2,047.71	3/8/02
12/20/01	2,321.43	3/8/02

**QUARANTINE ROAD LANDFILL
COMPARISONS OF CASH SALES TO BANK DEPOSITS
FROM JULY 1, 2000 THROUGH AUGUST 22, 2002**

(A) CASH SALES		(B) BANK DEPOSIT
DATE	AMOUNT	DATE
12/21/01	1,173.66	3/8/02
12/22/01	1,283.66	3/8/02
12/23/01 Sunday		
12/24/01	1,168.34	3/8/02
12/25/01 Holiday		
12/26/01	811.60	3/15/02
12/27/01	1,172.06	3/8/02
12/28/01	1,125.06	3/15/02
12/29/01	931.56	3/15/02
12/30/01 Sunday		
12/31/01	860.90	3/15/02
1/1/02 Holiday		
1/2/02	1,402.31	3/18/02
1/3/02	885.15	3/18/02
1/4/02	2,005.42	3/18/02
1/5/02	1,084.01	3/18/02
1/6/02 Sunday		
1/7/02	1,153.53	3/18/02
1/8/02	1,467.64	4/2/02
1/9/02	1,210.28	4/2/02
1/10/02	1,595.37	4/2/02
1/11/02	1,172.08	4/3/02
1/12/02	1,156.63	4/3/02
1/13/02 Sunday		
1/14/02	2,204.21	4/2/02
1/15/02	2,619.74	4/3/02
1/16/02	3,069.84	4/3/02
1/17/02	2,200.10	4/5/02
1/18/02	1,644.52	4/5/02
1/19/02	654.76	4/5/02
1/20/02 Sunday		
1/21/02 Holiday		
1/22/02	1,272.15	4/9/02
1/23/02	1,263.20	4/9/02
1/24/02	1,124.66	4/9/02
1/25/02	1,656.12	4/10/02
1/26/02	884.02	4/10/02
1/27/02 Sunday		
1/28/02	2,012.40	4/18/02
1/29/02	2,143.68	4/18/02
1/30/02	1,468.63	4/18/02
1/31/02	957.58	4/18/02
2/1/02	847.52	4/23/02
2/2/02	1,546.30	4/23/02
2/3/02 Sunday		

**QUARANTINE ROAD LANDFILL
COMPARISONS OF CASH SALES TO BANK DEPOSITS
FROM JULY 1, 2000 THROUGH AUGUST 22, 2002**

(A) CASH SALES		(B) BANK DEPOSIT
DATE	AMOUNT	DATE
2/4/02	1,557.24	4/23/02
2/5/02	1,295.55	4/23/02
2/6/02	1,290.20	4/23/02
2/7/02	1,015.82	5/1/02
2/8/02	1,557.44	5/1/02
2/9/02	1,976.22	5/1/02
2/10/02	Sunday	
2/11/02	1,672.98	5/1/02
2/12/02	Holiday	
2/13/02	2,104.24	5/1/02
2/14/02	1,811.59	5/1/02
2/15/02	1,768.34	5/1/02
2/16/02	1,131.35	5/13/02
2/17/02	Sunday	
2/18/02	Holiday	
2/19/02	2,409.93	5/13/02
2/20/02	1,948.24	5/13/02
2/21/02	1,901.77	5/14/02
2/22/02	1,682.05	5/14/02
2/23/02	1,588.66	5/14/02
2/24/02	Sunday	
2/25/02	3,053.27	5/15/02
2/26/02	1,899.43	5/15/02
2/27/02	1,562.06	5/15/02
2/28/02	1,301.14	5/15/02
3/1/02	1,692.41	5/23/02
3/2/02	1,758.81	5/23/02
3/3/02	Sunday	
3/4/02	1,992.16	5/23/02
3/5/02	3,061.77	5/24/02
3/6/02	1,779.71	5/24/02
3/7/02	1,138.94	5/24/02
3/8/02	1,945.60	5/24/02
3/9/02	1,888.72	5/24/02
3/10/02	Sunday	
3/11/02	1,675.85	5/30/02
3/12/02	1,754.93	5/30/02
3/13/02	832.67	5/30/02
3/14/02	1,749.99	5/31/02
3/15/02	1,968.89	5/31/02
3/16/02	2,113.51	6/6/02
3/17/02	Sunday	
3/18/02	1,338.20	6/6/02
3/19/02	1,824.45	6/6/02
3/20/02	271.76	6/7/02

**QUARANTINE ROAD LANDFILL
COMPARISONS OF CASH SALES TO BANK DEPOSITS
FROM JULY 1, 2000 THROUGH AUGUST 22, 2002**

(A) CASH SALES		(B) BANK DEPOSIT
DATE	AMOUNT	DATE
3/21/02	1,971.13	6/7/02
3/22/02	2,148.08	6/7/02
3/23/02	1,483.77	6/11/02
3/24/02	Sunday	
3/25/02	2,079.54	6/11/02
3/26/02	1,122.85	6/18/02
3/27/02	2,041.15	6/18/02
3/28/02	2,468.99	6/20/02
3/29/02	Holiday	
3/30/02	2,498.31	6/20/02
3/31/02	Sunday	
4/1/02	1,817.94	6/20/02
4/2/02	1,844.47	6/26/02
4/3/02	2,479.26	6/26/02
4/4/02	1,671.97	6/26/02
4/5/02	1,327.29	6/26/02
4/6/02	1,655.38	6/27/02
4/7/02	Sunday	
4/8/02	1,971.02	6/27/02
4/9/02	2,547.14	7/3/02
4/10/02	1,222.41	7/3/02
4/11/02	2,234.34	7/2/02
4/12/02	1,729.19	7/3/02
4/13/02	1,621.46	7/3/02
4/14/02	Sunday	
4/15/02	1,832.39	7/10/02
4/16/02	1,926.69	7/10/02
4/17/02	1,662.12	7/10/02
4/18/02	2,065.86	7/11/02
4/19/02	1,714.19	7/12/02
4/20/02	1,276.34	7/17/02
4/21/02	Sunday	
4/22/02	1,133.27	7/19/02
4/23/02	2,155.95	7/17/02
4/24/02	1,626.49	7/17/02
4/25/02	958.76	7/17/02
4/26/02	2,703.24	7/19/02
4/27/02	1,752.82	7/25/02
4/28/02	Sunday	
4/29/02	2,174.19	8/2/02
4/30/02	2,286.38	7/25/02
5/1/02	1,997.07	8/2/02
5/2/02	1,338.05	8/2/02
5/3/02	1,313.68	8/2/02
5/4/02	1,761.38	8/8/02

**QUARANTINE ROAD LANDFILL
COMPARISONS OF CASH SALES TO BANK DEPOSITS
FROM JULY 1, 2000 THROUGH AUGUST 22, 2002**

(A) CASH SALES		(B) BANK DEPOSIT
DATE	AMOUNT	DATE
5/5/02		
5/6/02	2,116.21	8/8/02
5/7/02	2,114.08	8/8/02
5/8/02	2,024.28	8/14/02
5/9/02	2,672.50	8/14/02
5/10/02	2,332.46	8/29/02
5/11/02	1,743.56	8/29/02
5/12/02		
5/13/02	2,010.93	8/29/02
5/14/02	2,811.94	8/30/02
5/15/02	1,607.85	8/30/02
5/16/02	2,864.64	8/30/02
5/17/02	2,310.56	8/30/02
5/18/02	772.15	9/11/02
5/19/02		
5/20/02	2,486.53	9/11/02
5/21/02	2,421.08	9/11/02
5/22/02	2,913.87	9/13/02
5/23/02	2,143.49	9/13/02
5/24/02	1,905.26	9/13/02
5/25/02	1,370.66	9/13/02
5/26/02		
5/27/02		
5/28/02	1,791.94	9/24/02
5/29/02	2,000.44	9/24/02
5/30/02	2,328.94	9/24/02
5/31/02	1,962.00	9/24/02
6/1/02	2,545.19	9/27/02
6/2/02		
6/3/02	2,180.39	9/27/02
6/4/02	1,556.08	9/27/02
6/5/02	1,921.28	10/4/02
6/6/02	1,750.34	10/4/02
6/7/02	1,560.23	10/4/02
6/8/02	1,811.90	10/9/02
6/9/02		
6/10/02	1,987.87	10/9/02
6/11/02	1,384.10	10/9/02
6/12/02	1,932.24	10/11/02
6/13/02	1,366.07	10/11/02
6/14/02	1,250.52	10/11/02
6/15/02	1,438.64	10/11/02
6/16/02		
6/17/02	1,795.23	10/24/02
6/18/02	2,983.93	10/24/02

**QUARANTINE ROAD LANDFILL
COMPARISONS OF CASH SALES TO BANK DEPOSITS
FROM JULY 1, 2000 THROUGH AUGUST 22, 2002**

(A) CASH SALES		(B) BANK DEPOSIT
DATE	AMOUNT	DATE
6/19/02	2,084.67	10/24/02
6/20/02	1,558.99	10/25/02
6/21/02	2,510.82	10/25/02
6/22/02	2,410.56	10/25/02
6/23/02	Sunday	
6/24/02	1,834.94	10/25/02
6/25/02	1,930.98	11/8/02
6/26/02	1,520.02	11/8/02
6/27/02	1,436.21	11/8/02
6/28/02	1,726.98	11/8/02
6/29/02	1,119.71	11/8/02
6/30/02	Sunday	
7/1/02	2,309.58	11/8/02
7/2/02	1,745.56	11/15/02
7/3/02	1,723.54	11/15/02
7/4/02	Holiday	
7/5/02	1,573.07	11/15/02
7/6/02	825.49	11/22/02
7/7/02	Sunday	
7/8/02	1,858.96	11/22/02
7/9/02	1,384.76	11/22/02
7/10/02	1,660.42	11/22/02
7/11/02	1,904.15	12/6/02
7/12/02	1,860.62	12/6/02
7/13/02	2,510.43	12/13/02
7/14/02	Sunday	
7/15/02	2,516.74	12/13/02
7/16/02	1,901.72	12/31/02
7/17/02	1,923.70	12/17/02
7/18/02	1,840.08	12/17/02
7/19/02	1,360.05	12/17/02
7/20/02	1,523.18	12/31/02
7/21/02	Sunday	
7/22/02	1,925.96	12/31/02
7/23/02	1,670.25	12/31/02
7/24/02	1,376.27	12/31/02
7/25/02	1,584.90	1/10/03
7/26/02	1,656.32	1/10/03
7/27/02	829.75	1/10/03
7/28/02	Sunday	
7/29/02	1,459.16	1/10/03
7/30/02	1,387.71	1/15/03
7/31/02	1,586.37	1/15/03
8/1/02	1,368.76	1/15/03
8/2/02	1,798.01	1/24/03

**QUARANTINE ROAD LANDFILL
COMPARISONS OF CASH SALES TO BANK DEPOSITS
FROM JULY 1, 2000 THROUGH AUGUST 22, 2002**

(A) CASH SALES		(B) BANK DEPOSIT
DATE	AMOUNT	DATE
8/3/02	678.63	1/24/03
8/4/02 Sunday		
8/5/02	962.50	1/24/03
8/6/02	1,406.79	1/30/03
8/7/02	2,243.23	1/30/03
8/8/02	1,854.54	1/30/03
8/9/02	1,595.64	2/11/03
8/10/02	1,499.61	2/11/03
8/11/02 Sunday		
8/12/02	1,690.34	2/11/03
8/13/02	1,230.58	2/11/03
8/14/02	1,878.37	2/13/03
8/15/02	1,370.53	2/14/03
8/16/02	1,767.29	3/6/03
8/17/02	1,462.15	3/6/03
8/18/02 Sunday		
8/19/02	1,450.64	3/6/03
8/20/02	1,013.75	3/6/03
8/21/02	1,219.63	3/11/03
8/22/02	2,205.90	3/11/03
TOTAL CASH SALES	<u><u>\$ 1,038,794.62</u></u>	

M - Missing or unreadable bank validation stamp; however, amounts were recorded in City's accounting records.

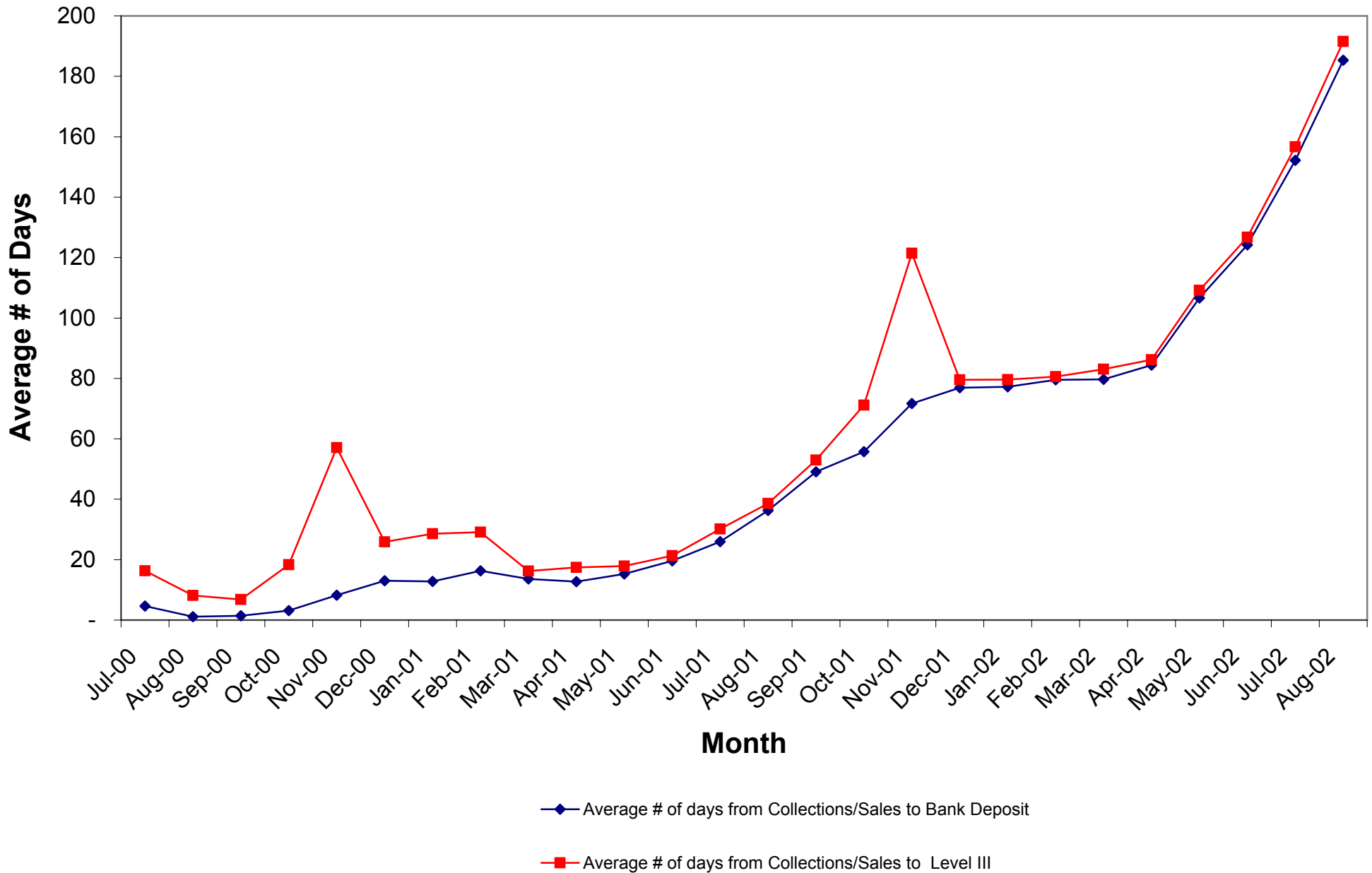
Mx - Missing bank validation. Unable to locate deposit in City's accounting records.

Sources:

(A) Obtained from Daily Cash Drawer Journals.

(B) Obtained from bank validation stamps on cash deposit slips or, if attached, from copies of bank deposit tickets.

QUARANTINE ROAD LANDFILL CASH SALES
AVERAGE # OF DAYS PER MONTH FROM COLLECTIONS/SALES DATE TO
DATE DEPOSITED IN BANK AND DATE RECORDED IN CITY'S RECORDS (LEVEL III)



**QUARANTINE ROAD LANDFILL
SCHEDULE OF MISSING CASH DEPOSITS
AUGUST 23, 2002 THROUGH MARCH 18, 2003**

Cash Deposit Number	(A) Cash Sales	
	Date	Amount
263221	8/23/02	\$ 1,770.89
M	8/24/02	1,722.29
	8/25/02 Sunday	
	8/26/02	1,919.09
263223	8/26/02	1,919.09
263224	8/27/02	1,894.57
263225	8/28/02	1,158.79
294276	8/29/02	1,143.49
294277	8/30/02	1,699.21
294278	8/31/02	1,420.79
	9/1/02 Sunday	
	9/2/02 Holiday	
294279	9/3/02	1,731.77
294280	9/4/02	2,057.79
294281	9/5/02	2,439.96
294282	9/6/02	2,495.06
294283	9/7/02	2,125.20
	9/8/02 Sunday	
294284	9/9/02	1,956.08
294285	9/10/02	1,627.40
294286	9/11/02	2,010.25
294287	9/12/02	1,814.64
294288	9/13/02	1,529.26
294289	9/14/02	1,215.61
	9/15/02 Sunday	
294290	9/16/02	1,726.60
294291	9/17/02	2,635.98
294292	9/18/02	1,401.80
294293	9/19/02	1,684.35
294294	9/20/02	1,450.77
294295	9/21/02	1,209.25
	9/22/02 Sunday	
294296	9/23/02	1,593.11
294297	9/24/02	1,810.25
294298	9/25/02	2,840.70
294299	9/26/02	1,792.95
294300	9/27/02	965.14
294251	9/28/02	1,118.33
	9/29/02 Sunday	
294252	9/30/02	2,235.78
294253	10/1/02	2,152.77
294258	10/2/02	2,292.56
294255	10/3/02	2,087.40
294270	10/4/02	2,443.78
294257	10/5/02	991.42

**QUARANTINE ROAD LANDFILL
SCHEDULE OF MISSING CASH DEPOSITS
AUGUST 23, 2002 THROUGH MARCH 18, 2003**

Cash Deposit Number	(A) Cash Sales	
	Date	Amount
	10/6/02 Sunday	
294259	10/7/02	1,458.39
294260	10/8/02	2,294.03
294261	10/9/02	1,676.23
294262	10/10/02	1,457.41
294263	10/11/02	466.67
294264	10/12/02	1,700.13
	10/13/02 Sunday	
	10/14/02 Holiday	
294272	10/15/02	2,302.42
294266	10/16/02	899.75
294271	10/17/02	1,609.01
294273	10/18/02	1,921.59
294269	10/19/02	1,744.86
	10/20/02 Sunday	
294274	10/21/02	1,821.25
294275	10/22/02	2,173.86
297301	10/23/02	1,869.40
297302	10/24/02	1,783.88
297303	10/25/02	1,117.06
297304	10/26/02	958.85
	10/27/02 Sunday	
297305	10/28/02	1,592.83
297306	10/29/02	1,065.11
297322	10/30/02	637.76
297308	10/31/02	1,025.77
297309	11/1/02	1,504.15
297310	11/2/02	1,337.80
	11/3/02 Sunday	
297311	11/4/02	2,094.96
	11/5/02 Holiday	
297312	11/6/02	2,059.39
297313	11/7/02	1,615.65
297314	11/8/02	1,575.99
297315	11/9/02	1,253.77
	11/10/02 Sunday	
297323	11/11/02	583.31
297316	11/12/02	974.11
297317	11/13/02	1,892.92
297318	11/14/02	1,746.09
297319	11/15/02	1,890.01
297320	11/16/02	792.42
	11/17/02 Sunday	
294268	11/18/02	1,450.04

**QUARANTINE ROAD LANDFILL
SCHEDULE OF MISSING CASH DEPOSITS
AUGUST 23, 2002 THROUGH MARCH 18, 2003**

Cash Deposit Number	(A) Cash Sales	
	Date	Amount
297324	11/19/02	1,351.69
297151	11/20/02	1,528.37
297152	11/21/02	1,339.43
297153	11/22/02	1,549.03
297154	11/23/02	1,293.59
	11/24/02 Sunday	
297155	11/25/02	3,016.21
297156	11/26/02	1,448.05
297157	11/27/02	1,069.56
	11/28/02 Holiday	
297158	11/29/02	828.20
297159	11/30/02	1,441.83
	12/1/02 Sunday	
297160	12/2/02	1,051.95
297161	12/3/02	1,073.45
297162	12/4/02	1,031.38
297163	12/5/02	63.90
297164	12/6/02	760.62
297165	12/7/02	691.49
	12/8/02 Sunday	
297166	12/9/02	1,044.60
297167	12/10/02	1,487.55
297168	12/11/02	707.11
297169	12/12/02	1,236.75
297170	12/13/02	1,263.43
297171	12/14/02	653.30
	12/15/02 Sunday	
297172	12/16/02	2,008.37
297173	12/17/02	1,284.68
297174	12/18/02	1,668.57
297175	12/19/02	2,061.44
297051	12/20/02	916.83
297053	12/21/02	1,194.74
	12/22/02 Sunday	
297054	12/23/02	1,600.19
297055	12/24/02	725.48
	12/25/02 Holiday	
297056	12/26/02	440.94
297057	12/27/02	1,212.47
297058	12/28/02	707.88
	12/29/02 Sunday	
297059	12/30/02	1,623.61
297060	12/31/02	1,125.15
	1/1/03 Holiday	

**QUARANTINE ROAD LANDFILL
SCHEDULE OF MISSING CASH DEPOSITS
AUGUST 23, 2002 THROUGH MARCH 18, 2003**

Cash Deposit Number	(A) Cash Sales	
	Date	Amount
297061	1/2/03	1,270.39
297062	1/3/03	931.82
297063	1/4/03	663.66
	1/5/03 Sunday	
297064	1/6/03	643.63
297072	1/7/03	968.94
297066	1/8/03	1,322.49
M	1/9/03	1,306.40
297068	1/10/03	1,539.17
297069	1/11/03	1,481.56
	1/12/03 Sunday	
297070	1/13/03	1,387.15
297071	1/14/03	1,101.51
297073	1/15/03	871.74
297074	1/16/03	1,114.06
297075	1/17/03	495.44
297076	1/18/03	1,088.86
	1/19/03 Sunday	
	1/20/03 Holiday	
297077	1/21/03	1,033.34
297078	1/22/03	1,180.90
297079	1/23/03	987.58
297080	1/24/03	738.18
297081	1/25/03	1,245.51
	1/26/03 Sunday	
297082	1/27/03	829.52
297083	1/28/03	1,267.80
297067	1/29/03	687.51
297084	1/30/03	1,483.81
297085	1/31/03	1,295.26
297101	2/1/03	644.64
	2/2/03 Sunday	
297087	2/3/03	1,620.75
297088	2/4/03	644.50
297089	2/5/03	1,556.49
297090	2/6/03	1,736.00
297092	2/7/03	149.78
297091	2/8/03	380.92
	2/9/03 Sunday	
297093	2/10/03	876.20
297094	2/11/03	1,370.60
	2/12/03 Holiday	
297095	2/13/03	1,850.72
297096	2/14/03	843.08

**QUARANTINE ROAD LANDFILL
SCHEDULE OF MISSING CASH DEPOSITS
AUGUST 23, 2002 THROUGH MARCH 18, 2003**

Cash Deposit Number	(A) Cash Sales	
	Date	Amount
297097	2/15/03	401.42
	2/16/03 Sunday	
	2/17/03 Holiday	
	2/18/03 Snow	
	2/19/03 Snow	
	2/20/03 Snow	
	2/21/03 Snow	
	2/22/03 Snow	
	2/23/03 Sunday	
297098	2/24/03	1,618.19
297099	2/25/03	1,072.48
297100	2/26/03	798.81
297276	2/27/03	467.61
297277	2/28/03	388.58
297284	3/1/03	1,130.89
	3/2/03 Sunday	
297278	3/3/03	1,146.17
297279	3/4/03	1,571.24
297280	3/5/03	1,354.48
297281	3/6/03	1,074.36
297282	3/7/03	1,422.46
297283	3/8/03	1,357.97
	3/9/03 Sunday	
297285	3/10/03	1,676.22
297286	3/11/03	1,590.68
297287	3/12/03	1,474.38
297288	3/13/03	1,867.95
297289	3/14/03	2,062.97
297290	3/15/03	947.44
	3/16/03 Sunday	
297291	3/17/03	1,441.68
297292	3/18/03	2,339.10
Total		\$ 226,828.78

M - Missing cash deposit slip.

Source:

(A) Obtained from Daily Cash Drawer Journals.

**QUARANTINE ROAD LANDFILL
COMPARISONS OF CASH SALES TO BANK DEPOSITS
FROM MARCH 19, 2003 THROUGH MAY 29, 2003**

(A) CASH SALES		(B) BANK DEPOSIT
DATE	AMOUNT	DATE
3/19/03	\$ 1,469.56	3/21/03
3/20/03	1,119.11	4/25/03
3/21/03	994.87	3/28/03
3/22/03	1,376.96	3/28/03
3/23/03		
3/24/03	1,607.97	3/28/03
3/25/03	2,086.47	3/28/03
3/26/03	1,728.59	3/28/03
3/27/03	1,437.98	3/29/03
3/28/03	1,183.61	4/2/03
3/29/03	1,523.34	4/1/03
3/30/03		
3/31/03	1,018.47	4/2/03
4/1/03	1,493.97	4/4/03
4/2/03	1,669.96	4/4/03
4/3/03	1,406.73	4/4/03
4/4/03	1,579.22	4/9/03
4/5/03	1,128.60	4/9/03
4/6/03		
4/7/03	755.73	4/9/03
4/8/03	775.04	4/9/03
4/9/03	700.67	4/10/03
4/10/03	1,646.95	4/11/03
4/11/03	1,263.09	4/14/03
4/12/03	1,513.28	4/14/03
4/13/03		
4/14/03	2,152.49	4/16/03
4/15/03	2,480.60	4/16/03
4/16/03	2,262.37	4/17/03
4/17/03	2,051.12	4/21/03
4/18/03		
4/19/03	2,166.52	4/21/03
4/20/03		
4/21/03	3,564.35	4/22/03
4/22/03	2,165.27	4/23/03
4/23/03	1,740.04	4/24/03
4/24/03	1,366.62	4/25/03
4/25/03	1,625.43	4/28/03
4/26/03	436.34	4/28/03
4/27/03		
4/28/03	1,656.35	4/29/03
4/29/03	1,743.86	5/1/03
4/30/03	1,304.15	5/1/03
5/1/03	1,592.05	5/2/03
5/2/03	1,664.14	5/5/03
5/3/03	1,615.28	5/5/03
5/4/03		
5/5/03	1,832.98	5/6/03
5/6/03	1,511.29	5/7/03
5/7/03	1,403.31	5/8/03

**QUARANTINE ROAD LANDFILL
COMPARISONS OF CASH SALES TO BANK DEPOSITS
FROM MARCH 19, 2003 THROUGH MAY 29, 2003**


(A) CASH SALES		(B) BANK DEPOSIT
DATE	AMOUNT	DATE
5/8/03	1,768.73	5/9/03
5/9/03	1,494.63	5/12/03
5/10/03	1,198.11	5/12/03
5/11/03 Sunday		
5/12/03	1,791.88	5/13/03
5/13/03	1,546.97	5/14/03
5/14/03	1,902.11	5/15/03
5/15/03	1,532.84	5/16/03
5/16/03	630.91	5/19/03
5/17/03	1,374.94	5/19/03
5/18/03 Sunday		
5/19/03	1,323.53	5/20/03
5/20/03	1,688.77	5/21/03
5/21/03	800.50	5/22/03
5/22/03	1,315.57	5/23/03
5/23/03	1,043.07	5/27/03
5/24/03	968.76	5/27/03
5/25/03 Sunday		
5/26/03 Holiday		
5/27/03	1,380.94	5/28/03
5/28/03	887.34	5/29/03
5/29/03	1,529.94	5/30/03
TOTAL CASH SALES	\$ 89,994.27	

Sources:

- (A) Obtained from Daily Cash Drawer Journals.
 (B) Obtained from copies of bank deposit tickets.

Appendix I

**The Department of Public Works' Response to the
Follow-up Review of
Cash Handling and Collection Procedures for
Revenues Generated at the
Quarantine Road Landfill
and
Auditor's Comments on Response**

FROM	NAME & TITLE	Mr. George L. Winfield, Director	CITY of BALTIMORE MEMO	
	AGENCY NAME & ADDRESS	Department of Public Works 600 Abel Wolman Municipal Building		
	SUBJECT	<i>Follow-Up Review // Audits Report, December 2000 Quarantine Road Landfill</i>		

TO

DATE: March 19, 2004

Ms. Yovonda D. Brooks
City Auditor
Department of Audits
Room 321, City Hall

The Department of Public Works' has completed its assessment of the *Discussion Draft Report* pertaining to certain procedures at the Quarantine Road Landfill prepared by the Department of Audits. The Department provides the following responses to the unresolved issues highlighted in the report:

Finding #1

Adequate procedures did not exist to ensure that landfill disposal tipping fees collected were proper and assessed in accordance with the applicable laws and regulations.

The discussion regarding this "finding" relates to the small hauler program. In an effort to better define and clarify the operations of the program, all registered small haulers were notified by way of a letter dated November 27, 2000 that: "Any vehicle with a gross weight exceeding 7,000 pounds upon entering the facility shall pay the \$5 small hauler fee and the regular tipping fee of \$67.50 per ton for all weight in excess of 7,000 pounds." This action was based on DPW's interpretation of the City Code provision which states that the small hauler program applies to haulers owning one truck having a manufacturer's rated capacity of ¾ ton or less and a gross vehicle weight (total weight of the vehicle and its load) of 7,000 pounds or less. Based on this definition, with the appropriate vehicle, it is the weight in excess of the 7,000 pounds that is outside the parameters of the small haulers program. The Department of Audits has interpreted the Code provision to mean that any weight in excess of the manufacturer's rated capacity (1,500 pounds) should be outside the parameters of the program.

Obviously, the ambiguity of the definition has resulted in the different interpretations of the statute. While these interpretive differences may have to be resolved by a legal opinion, the DPW, through its daily experiences, provides the following information for your consideration:

- The recommendation that once a vehicle exceeds 7,000 pounds, that vehicle can no longer be considered a small hauler creates operational problems. Audits is implying that after a single occasion when a registered small hauler weighs in at 7,001 pounds, the Bureau of Solid Waste should immediately contact the Health Department to revoke this hauler's permit and have the vehicle reclassified as a "large hauler."



This step seems extreme, and it ignores the foundational reasons for establishing the program: to reduce significantly the illegal dumping that occurs in the City and to increase citizens' access to satellite facilities for the disposal of non-commercial materials.

- With the revocation of permits, some of the small haulers may resort to illegal dumping and others will simply "de-modify" their pickup trucks and begin using and abusing the general public disposal locations. This will again nullify, to a great extent the use of these facilities by the citizenry; moreover, the City will no longer receive the permit fee, or the \$20.00 small hauler fee and any additional "excessive weight" fee for every load that a particular hauler had been delivering to the landfill. This seems counterproductive.

The Department of Public Works will consult with the Health Commissioner regarding appropriate written guidelines to enforce laws regarding the small haulers program.

Finding #2

Some public agencies have not been paying the established tipping fee rates, and some exemptions may have been granted without proper approval.

Regarding the tipping fees incurred by the Department of Housing and Community Development ["DHCD"], the outstanding balances for all of the DHCD agencies utilizing the landfill have been discussed with the Department of Finance ["Finance"]. Finance has agreed to work with the Department of Public Works ["DPW"] to bring this matter to closure.

As to the Transportation Maintenance Division's ["TMD"] unpaid balance, for much of the period in question, the TMD was part of the DPW. Because this division is now part of a newly formed agency, the Department of Transportation, the DPW will discuss the collecting of tipping fees with Finance.

Finding #3

Procedures did not exist to ensure that the solid waste surcharge was collected in accordance with applicable laws and regulations.

The Department of Public Works ["DPW"] in concert with the Department of Finance [Finance] will investigate the \$318,000 in unbilled surcharges not assessed to the Bureau of Water and Wastewater. As for the small haulers paying the surcharge, since on January 1, 2001, all small haulers are obligated to use the Quarantine Road Landfill, and any vehicle exceeding the 7,000 pound gross vehicle weight limitation will be charged the \$67.50 fee for all weight exceeding the aforementioned weight restriction.

The question of charging W.R. Grace for the solid waste surcharge will be posed to both Finance and the Department of Law. The DPW has reviewed the disposal agreement between the City and W.R. Grace [see attachment], dated November 14, 1984 and is unable to determine if this agreement would exempt W. R. Grace from paying the surcharge; therefore, we will consult with the aforementioned authorities in order to resolve this matter.

Finding #8

The procedures for suspending dumping privileges at the landfill for haulers with delinquent account balances were not effectively enforced.

The Department of Public Works will meet with the Department of Finance to resolve the issue of all unpaid tipping fees.

If you should have any questions regarding the responses, please contact Mr. Joseph A. Kolodziejski, Bureau Head for the Bureau of Solid Waste. Mr. Kolodziejski can be reached at 410.396.5134.

GEORGE L. WINFIELD
DIRECTOR

c: Ms. Shirley A. Williams
Mr. Joseph A. Kolodziejski
Mr. Mark S. Wick
Mr. Michael G. Moore

**AUDITOR'S COMMENTS ON
THE DEPARTMENT OF PUBLIC WORKS' RESPONSE
TO THE FOLLOW-UP REVIEW**

In its response to our follow-up results for Finding #1, DPW stated that the ambiguity of the definition for a small hauler has resulted in different interpretations that may have to be resolved by a legal opinion. There are two key requirements to qualify as a small hauler. The truck should have a manufacturer's rated capacity of $\frac{3}{4}$ tons (1,500 pounds) or less, and the total gross vehicle weight (total weight of the vehicle and its load) should be 7,000 pounds or less. DPW's interpretation addresses only one requirement, the 7,000-pound limitation, and DPW uses an extreme case example of 7,001 pounds to say that our audit recommendation to revoke small hauler permits seems extreme and ignores the foundational reasons for establishing the program. Our previous audit report, however, includes several examples where small hauler vehicles dumped far more than the allowable $\frac{3}{4}$ ton loads and the total vehicle weight greatly exceeded 7,000 pounds (trucks with gross weights as much as 12 tons and loads dumped weighing more than 10 tons).

As part of our follow-up review, we again noted numerous examples where the weight of the loads dumped exceeded the $\frac{3}{4}$ ton small hauler truck capacity. We also noted several significant violations. We arbitrarily defined significant violations as dumped loads weighing in excess of 2 tons. For the 9 months that we tested from April 2003 through February 2004, we noted 15 instances where the weight of the loads dumped exceeded 2 tons. The weights of those dumped loads ranged from 2 to 9 tons. We also noted one case where the weight of the empty truck alone exceeded 7,000 pounds.

As stated above, there are two key requirements to qualify as a small hauler, and we believe that both of those requirements must be met. We recommend that DPW consult with both the Department of Law and the Health Commissioner to resolve the apparent ambiguous definition of a small hauler. Based on the legal advice received from the Department of Law, DPW should comply with the City Ordinance.

Also, in its response to our follow-up results for several other findings (Findings # 2, 3, and 8) regarding whether certain other organizations, City Agencies and Departments or certain businesses should be paying the tipping fees and/or solid waste surcharge, DPW stated that it will discuss charging and collecting those fees with the Department of Law and the Department of Finance. We recommended that action in our previous report, issued in December 2000. Admittedly, charging other City Departments to dump at the Landfill may not have any net effect on total City revenues (i.e., if one City Department's general fund charges another); however, if Federal, State or other grant funded programs are involved, the City could be losing additional revenues. The City could also be losing significant revenues if it is determined that W. R. Grace and Co. should be paying the solid waste surcharge. Therefore, we continue to recommend that these billing issues, including any applicable outstanding balances, be actively pursued and resolved.